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TO : Assistant Director for Operations

DATE: 8 March 1957

FROM : Chief, Foreign Documents Division

SUBJECT: FDD Monthly Progress Report -- February 1957

ADMINISTRATION

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1. The number of personnel charged against ceiling as of 28 February was [redacted]

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3. [redacted] replaced [redacted] as Placement Officer for FDD.

4. Intensive Rumanian Reading Class III with one student began on 4 February.

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[redacted] completed the NSA Burmese course on 21 February.

5. On 28 February, the Division furnished Language and Area School, OTR, with complete sets of FDD language examinations for use in the Language Development testing program.

6. [redacted] visited the Division to acquaint FDD with the progress of the project and to express appreciation for the assistance furnished by the Division. [redacted] indicated the project may require additional Russian and German linguists.

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7. [redacted] of USSR Branch, who was scheduled for retirement on 31 March, died on 8 February.

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8. A conference was held on 25 February with Documents Division, OCR, to define more closely FDD reading requirements and to eliminate needless transmittals.

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9. The FDD Career Service Board was formally established on 8 February. The first meeting was held 12 February; the Board will henceforth meet each Tuesday at 1400 hours.

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OPERATIONS

1. On 13 February the Project Review Committee approved the FDD Field Office project. Subsequently, discussions were held by Chief, FDD, with various Agency offices on the implementation of the project.

2. Reference to the CTS Index prevented 44 cases of duplication totaling 1,451 pages.

3. During the month the first issues of two scheduled quarterly summary reports were published: "Political and Sociological Report on Czechoslovakia" and "Political and Sociological Report on Hungary."

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5. Upon request of the Records Management Staff, FDD reviewed and revised its retirement schedule to cooperate with Record Center's space requirements.

6. On 13 February, FDD concurred in a Management Staff proposal for a new form to be used for information reports published by components of OO and the DD/P. 25X1A

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7. FDD agreed to support an OSI contract with [] on evaluation of Soviet research on [] for guided-missile fuel by providing pertinent translations. 25X1A

8. Commendations:

From Chief, RQM/OIS, for a reverse translation of operational material, English to Spanish, performed by [] 25X1A

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Also from Chief, RQM/OIS, an appreciation for the expeditious handling of an OIS requirement by [] and []

From Office of Intelligence Research, State Department, an appreciation for the initial scheduled FDD Summaries No. 1149 "Political and Sociological Report on Rumania" and No. 1172 "Political and Sociological Report on Albania."

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From [] warm thanks for making available to them the FDD translation of the Chinese "Northeast Encyclopedia."

9. Liaison activities (Other than CIA):

Department of State

With Division of Research for Far East, Mr. William Sherman, to discuss program guidance matters concerning FDD coverage of information on North Korea.

Department of the Army

With ACSI, Mr. Robert Plumb and Mr. Bert Towle, to discuss program guidance on the scheduled FDD Summary "Soviet Military Information Report."

With Logistical Intelligence Branch, Office of the Chief of Ordnance, Mr. John O. Moser, to discuss FDD support for portions of Section 64 (Manufacturing and Construction) for the NIS on Italy.

10. Special services rendered:

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